

Jo-Carroll Depot LRA Board of Directors
18901 B Street
Savanna Depot Business, Industry & Technology Park
Savanna, IL 61074

**3:00 p.m., Wednesday, June 12th,
2024**

JCDLRA Board Room

Zoom Meeting
<https://us02web.zoom.us/j/5791926975>
Meeting ID: 579 192 6975

- 1. Call to Order** – Acting chairman Bill McFadden called the June 12th, 2024 Board of Directors meeting to order at 3:03 pm.
- 2. Roll Call** – was answered as follows: Present – Bill McFadden, Don Crawford, Ron Smith, Bill Wright and Susan Jacobs.

Kevin Reibel attended via Zoom.

Steve Keeffer and Bill Robinson did not attend the meeting.

Staff present: Mara Roche, Rob Davies

Others present: Ed Britton (USFWS) attended in-person.

Amiee Martelle (Riverport Railroad), Linda Balcom (Balcom Environmental), Todd McManus (Midwest 3PL legal counsel) and Max Purchis (Tenant) attended via Zoom.

Attorney Phil Jensen was present.

- 3. Pledge of Allegiance** was recited.
- 4. Agenda Additions** – None.
- 5. Approval of Meeting Minutes** – Draft meeting minutes of the April 8th

meeting were presented for review.

Susan Jacobs made a motion to approve the minutes. Bill Wright seconded. Motion passed unanimously by voice vote.

6. Old Business

7. Grant Update – Ms. Roche noted the draft grant proposal for fiscal year 2025 to OLDCC was submitted. The support requested is for staff, environmental support, specialized legal, strategic planning and a Water and Sewer I & I (Infiltration and Inflow) study, as well as a Water and Sewer Condition Survey.

Transition Update – Ms. Roche noted that work is continuing with the assistance of Ms. Balcom. A joint board meeting will be held soon.

8. New Business

- A. Bills over \$2,500: None.

Staff Reports

9. Executive Director:

Report/issues updates –

- A. Correspondence – Ms. Roche noted that the Savanna Historical Society had sent a letter to the LRA, and that this matter would be discussed during the attorney's report.
- B. Property transfers – Ms. Roche noted that a meeting was held on May 8th with representatives from the BRAC office, USACE and TetraTech staff to discuss – among other issues – transfer dates for the remaining parcels that have not transferred. Ms. Roche noted that included in the board packet was a spreadsheet denoting the sites and estimated transfer dates.

Todd McManus, Midwest 3PL legal counsel, was on the call and enquired

what had spurred the report. Ms. Roche noted that reports were sent annually to review parcels and transfers but noted that the letter the LRA sent enquiring about the parcels may have played a role. Mr. McManus noted that he had also requested assistance from legislative representatives in his area and wondered whether this may have prompted the update.

Discussion followed touching on CERCLRA, PFAs and how those impact property transfers.

- C. Employment report – 51.
- D. Water & Sewer – None.
- E. Internship – None.
- F. Additional Update – None.
- G. Deputy Director – None.

Bookkeeping

Bank Account Balances – As of May 31st total cash on hand: \$203,040.23.

A CD will be due June 20th.

- a. Cash flow – Cash flow for the month of May: Income: \$136,522.95.
Expenses \$96,654.49 for a monthly gain of **\$39,869.46**.

Income was largely based on grant reimbursement and rental payment from the Army.

- b. Budget - Year to Date: Income \$304,396.33
Expenses \$298,795.53

Gain of **\$5,711.49**

- c. Water/Sewer Income and Expenses:

May Income: \$6890.54

May Expenses: \$4,037.8

Year-to-date

Deficit of \$40,835.96.

April saw an \$18,000 expense for flood pump maintenance.

D. Outstanding Invoices – Two tenants have outstanding water and sewer invoices.

E. Board of Directors Reports

1. Foreign Trade Zone #271 – Meeting will be held in August, the last meeting was held in May.
2. Enterprise Zone – None.
3. Other directors' reports – None.

F. Attorney's Report – Mr. Jensen reported that the Savanna Historical and Cultural Center wished to enter into a Use-Display Agreement to display the depot diorama at the museum. The diorama is presently stored in the building next to the former LRA building. Ms. Roche noted that she wanted to be sure that the agreement stated the provenance and ownership of the diorama. Discussion followed.

Bill Wright made a motion to approve allowing the Savanna Historical Society to display the diorama at the Museum and Cultural Center. Susan Jacobs seconded the motion. The motion passed unanimously by voice vote.

G. Other New Business – None.

Reports to the Board

- A. Site Manager / BRAC Environmental Coordinator – None.
- B. Tenants – Ms. Martelle noted that they have hired temporary summer help for tie-work etc.
- C. UMRI Port District – Mr. Davies noted that a UMRIPD board meeting would be held on June 13th. The port district is

continuing its master planning work and hopes to have its CIP grant agreement finalized soon.

D. USFWS – Mr. Britton noted heavy operator training had been completed recently with participants from 8 different states. Mr. Britton noted he was out at the site with representatives from Illinois EPA. Discussion followed.

E. Water/Sewer Operator Update – Ms. Roche noted that the LRA was asking tenants to keep an eye out for water leaks.

F. NWILED – NWILED is presenting its last Build It, Grow It. NWILED will also have a presence at the Davis Center in Mt. Carroll.

G. Guests – None.

10. Public Comments – None.

11. Executive Session – None.

12. Adjournment – **Susan Jacobs made a motion to adjourn the meeting. Bill Wright seconded. The motion passed unanimously by voice vote.**

The meeting adjourned at 3:44 pm.